


Memorandum

To : Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee, First District
Senator George Runner, Second District
Honorable John Chiang, Controller

Date: May 18, 2012

From : 
Liz Houser, Deputy Director
Administration Department

Subject : **May 2012 Sacramento Board Meeting Agenda**

The Administration Department requests the following item(s) be placed on the Board's May 30-31, 2012 Sacramento meeting calendar under "P. Other Administrative Matters."

P. Other Administrative Matters

P5. Administration Deputy Director's Report.....Ms. Liz Houser

1. Contracts Over \$1 Million

- A. Department of Motor Vehicles contract for collection of sales, use and/or special taxes pertaining to vehicles and undocumented vessels.+
- B. Department of Toxic Substance Control contract for collection of fees pertaining to hazardous waste.+

2. Headquarters Facilities Update - A general update on the 450 N Street building may be provided.

3. 2012/ 2013 Budget Update - Information on the Governor's 2012/13 Budget may be provided.

- A. Budget Change Proposals (BCP) - the following BCP's that were generated as part of the May Revise process will be presented to the Board.+
 - 1. Centralized Revenue Opportunity System (CROS) – revised request for 113 positions and \$18,149,000 in FY 2012/13.
 - 2. Timber Regulation and Forest Restoration Fee – request for 13.3 positions and \$1,921,000 in FY 2012/13 to cover BOE's costs to administer the program.

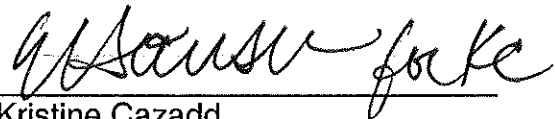
4. **Creating a Culture of Excellence** - A presentation from the Human Resources Division of activities related to workforce development and training.

LH:lk

Attachment

cc: Ms. Regina Evans-Jarrett
Mr. Joel Angeles
Mr. Alan LoFaso
Mr. Sean Wallentine
Ms. Marcy Jo Mandel

I approve: _____

A handwritten signature in cursive script, appearing to read "K. Cazadd", written over a horizontal line.

Kristine Cazadd,
Executive Director